



Office of Water Quality

Application Form and Instructions for Authorization to Discharge Dredged or Fill Material to a Water of the State

Note to applicants:

This form may be used to request either a water quality certification pursuant to section 401 of the Clean Water Act or an NPDES permit pursuant to 327 IAC 5. It may also be used to request a review of a proposed project by IDEM to determine whether the project will violate water quality standards. Applicants with discharges covered by an effluent limitation guideline should not use this application but instead contact Mr. Steve Roush (317) 232-8706 for the appropriate application form.

Applicants should also contact the Indiana Department of Natural Resources (DNR) regarding potential permit requirements associated with construction in a floodway or a public freshwater lake. You can reach the DNR Division of Water at 317-232-4160 or toll free at 1-877-WATER55.

Revised June 6, 2001

Instructions for Completing the Application

Address all applications or questions to:
Indiana Department of Environmental Management
Water Quality Standards Section
100 North Senate Avenue, P.O. Box 6015
Indianapolis, Indiana 46206-6015
1-800-451-6027 or 317-233-8488

The numbers below correspond to the section numbers on the application form.

Print clearly or type.

Attach additional 8.5" x 11" sheets if necessary.

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1. Provide the applicant's name, address, and telephone number. Applicants **MUST** provide a contact name.
 2. Provide the agent's address and telephone information (an agent is anyone representing the applicant on the project, such as an attorney or consultant). Applicants are not required to have an agent.
 3. Provide specific project information relating to the location of the proposed project. Include the Universal Transverse Mercator (UTM) coordinates including the datum (e.g. 1927 North American). UTM coordinates can be obtained from the United States Geological Survey (USGS) 7.5-Minute Series Topographic Quadrangle maps.
 4. Provide the proposed start date and the anticipated completion date. If you have started your project before obtaining authorization, you may be in violation of federal and/or state law. Give a narrative description of the proposed project. Describe the purpose of the project; what goal or outcome will be met by the construction of the project.
 5. Include all impacts with the appropriate unit of measure. If you can avoid impacts to wetlands and other waterbodies, you may be able to avoid the requirement to obtain authorization from IDEM. Minimization of the impacts may decrease any compensatory mitigation requirements that might otherwise apply and increase the chances of receiving authorization. If the compensatory mitigation involves the creation or restoration of wetlands or other waterbodies, IDEM will require separate compensatory mitigation plan. If you need guidance on the information required in a complete mitigation plan, contact IDEM.
 6. Drawing/Plan requirements. All applicants must submit drawings/plans consistent with the specifications under item six.
 7. **For all projects involving impacts to wetlands**, a wetland delineation using the procedures established in the U.S. Army Corps of Engineers Wetland Delineation Manual, Technical Report Y-87-1 (January 1987) is **required**. Photographs aid the department in deciding if a site investigation is necessary and how best to locate the impact areas when site investigations are necessary.

Instructions are continued immediately after the application form.

***Only the Application Pages need to be mailed to IDEM.**

1. APPLICANT INFORMATION		2. AGENT INFORMATION	
Name of Applicant:		Name of Agent:	
Mailing address (Street/ PO Box/ Rural Route, City, State, Zip):		Mailing address (Street/ PO Box/ Rural Route, City, State, Zip):	
Daytime Telephone Number:		Daytime Telephone Number:	
Fax Number:		Fax Number:	
E-mail address (optional):		E-mail address (optional):	
Contact person (required):		Contact person:	
3. PROJECT LOCATION			
County:		Nearest city or town:	
U.S.G.S. Quadrangle map name (Topographic map):		Project street address (if applicable):	
Quarter:	Section:	Township:	Range:
Type of aquatic resource(s) to be impacted (lake, river, stream, ditch, wetland, etc. Include name if applicable):		Project name or title (if applicable):	
		UTM North:	UTM East:
Other location descriptions or driving directions:			
4. PROJECT PURPOSE and DESCRIPTION <i>(Use additional sheet(s) if required)</i>			
Has any construction been started?		YES	NO
Anticipated start date:			
If yes, how much work is completed?			
Project purpose and description:			

5. Project Information: Applicants must answer all the following questions *(Use additional sheet(s) if required).*

What are the linear feet of impacts to the waterbody below the ordinary high water mark (OHWM) and/or bank clearing?

What is the acreage or square footage of wetlands or other water resources that are proposed to receive a discharge of material (ie. fill), to be mechanically cleared, or to be excavated?

What is the area of wetlands or other water resources on the site, in acreage or square feet?

Describe the type, composition and quantity (in cubic yards) of fill material to be placed in the wetland or below the OHWM of the water to receive the material (wetland or other water to be filled).

Describe the type, composition and quantity (in cubic yards) of material proposed to be removed from the wetland or below the OHWM of the water resource.

Describe the alternative project locations and/or design configurations that you considered or implemented to avoid and/or minimize impacts to wetlands and other waterbodies to the greatest extent possible.

Describe any proposed compensatory mitigation for unavoidable impacts.

6. Drawing/Plan Requirements (applicants must provide the following)

- a. Top/aerial/overhead view of the project site.
- b. Cross sectional view.
- c. North arrow, scale, property boundaries.
- d. Include wetland delineation boundary (if applicable). Label the impact wetlands as I-1, I-2, I-3, etc. and the mitigation areas as M-1, M-2, etc..
- e. Location of all surface waters, including wetlands, erosion control measures, existing and proposed structures, fill and excavation locations, disposal area for excavated material, including quantities, and wetland mitigation site (if applicable).
- f. Approximate water depths and bottom configurations (if applicable).
- g. Provide plans on 8" x 11"-inch paper, unless directed otherwise.

7. Documentation Requirements (applicants must provide the following)

- a. A wetland delineation for projects with wetland impacts (approved by Corps of Engineers if a Section 404 permit is required).
- b. Photographs of the project site. Indicate where they were taken on the overhead view of the project plans.

8. Additional information that MAY be required (IDEM will notify you if needed)

- a. Erosion control and/or storm water management plans.
- b. Sediment analysis.
- c. Compensatory mitigation plan including type, size, location, methods of construction, planting & monitoring plans, and criteria for success.
- d. Species surveys for fish, mussels, plants and threatened or endangered species.
- e. Any other information IDEM deems necessary to review the proposed project.

9. Permitting Requirements

- a. Does this project require the issuance of a Department of the Army Section 404 Permit from the US Army Corps of Engineers? If no, you do not need to answer Part b.
- b. Have you applied for an Army Corps of Engineers Section 404 permit? If yes, please supply the Corps of Engineers ID Number, the Corps of Engineers District, the project manager, and a copy of any correspondence with the Corps. **If no, contact** the Army Corps of Engineers regarding the possible need for a permit application. (See instruction #9.)
- c. Have you applied for, received, or been denied any other federal, state, or local permits, variances, licenses, or certifications for this project? Please give the permit name, agency from which it was obtained, permit number, and date of issuance or denial.

10. Adjoining Property Owners and Addresses

List the names and addresses of landowners adjacent to the property on which your project is located and the names and addresses of other persons (or entities) potentially affected by your project. Use additional sheet(s) if required.

Name

Address

City State Zip

Name

Address

City State Zip

Name

Address

City State Zip

Name

Address

City State Zip

Name

Address

City State Zip

Name

Address

City State Zip

11. Fee Submittal

If applying for authorization under an IDEM NPDES permit, please enclose with the application a check or money order for \$50.00 made payable to Indiana Department of Environmental Management (IDEM).

12. Signature - Statement of Affirmation

I certify that I am familiar with the information contained in this application and, to the best of my knowledge and belief, such information is true and accurate. I certify that I have the authority to undertake and will undertake the activities as described in this application. I am aware that there are penalties for submitting false information. I understand that any changes in project design subsequent to IDEM's granting of authorization to discharge to a water of the state are not authorized and I may be subject to civil and criminal penalties for proceeding without proper authorization. I agree to allow representatives of the IDEM to enter and inspect the project site. I understand that the granting of other permits by local, state, or federal agencies does not release me from the requirement of obtaining the authorization requested herein before commencing the project.

Applicant's Signature: _____ **Date:** _____

Print Name: _____ **Title:** _____

Instructions continued

8. Applicants are not required to submit the information specified in this section unless directed to do so by the department. However, applicants may submit the information if they anticipate that such information will be required.
9. Some projects involving impacts to isolated waterbodies, including wetlands, may not require the issuance of a Department of the Army permit. These activities are still subject to the provisions of State law. Please provide documentation from the Corps as to whether a Section 404 permit will be required. Your application may not be processed until this information is provided. The U.S. Army Corps of Engineers can be contacted at 502-315-6733 for the Louisville Corps District or at 313-226-2218 for the Detroit Corps District.
10. Adjacent property owner information must be provided for the purpose of providing public notice. IDEM requires the names and addresses of all property owners adjoining the property in which the project is to occur.
11. A permit fee is required for the process on IDEM NPDES permits. The application will not be reviewed until the application fee is submitted to IDEM.
12. The applicant must sign and date the application.

Where to get additional information

For more information, contact IDEM at the address below. Please contact the DNR or respective Corps District at the proper address below for questions regarding their programs.

IDEM - Office of Water Quality
Water Quality Section
P.O. Box 6015, IGCN Room 1255
Indianapolis, IN 46206-6015
317-233-8488 or toll-free at 1-800-451-6027
<http://www.in.gov/idem/water/planbr/401/401home.html>

Indiana Department of Natural Resources (DNR)
Division of Water
402 W. Washington Street, Room W200
Indianapolis, IN 46204
317-232-4161 or toll free at 1-877-Water55 (1-877-928-3755)
<http://www.IN.gov/dnr/water/>

United States Army Corps of Engineers
Detroit District
P.O. Box 1027
Detroit, MI 48231-1027
313-226-2218
<http://www.lre.usace.army.mil/functions/rf/dtwhome.html>

United States Army Corps of Engineers
Louisville District
P.O. Box 59
Louisville, KY 40201-0059
502-315-6733
<http://www.lrl.usace.army.mil/orf/default.htm>

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